

**APPENDIX B –**  
**NYCBOE Reporting Schedule**

## List Maintenance Unit (LMU) — Borough & General Office

### Monthly, Semi-Annual, and Annual Reporting Timelines

<b>January</b>	Monthly, by the 15 <sup>th</sup>		<b>July</b>	Monthly, by the 15 <sup>th</sup>	
<b>February</b>	Monthly, by the 15 <sup>th</sup>	Semi-Annual	<b>August</b>	Monthly, by the 15 <sup>th</sup>	Semi-Annual
<b>March</b>	Monthly, by the 15 <sup>th</sup>	Annually, by 3/1	<b>September</b>	Monthly, by the 15 <sup>th</sup>	
<b>April</b>	Monthly, by the 15 <sup>th</sup>		<b>October</b>	Monthly, by the 15 <sup>th</sup>	
<b>May</b>	Monthly, by the 15 <sup>th</sup>		<b>November</b>	Monthly, by the 15 <sup>th</sup>	
<b>June</b>	Monthly, by the 15 <sup>th</sup>		<b>December</b>	Monthly, by the 15 <sup>th</sup>	